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JULY — SEPTEMBER
1981

Ontario Dental Nurses & Assistants Association

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MAX HANNA LUCKY DRAW

JULY - SEPTEMBER, 1981

NAME _____

ADDRESS _____

CITY _____ PROV. _____ POSTAL CODE _____

RESIDENCE PHONE (AREA CODE _____) _____

CERTIFIED MEMBER OF O.D.N. & A.A.: ☐ Yes ☐ No

AFFILIATE ASSOCIATION _____

EMPLOYER _____

ADDRESS _____

CITY _____ PROV. _____ POSTAL CODE _____

BUSINESS PHONE (AREA CODE _____) _____

Only Members of the O.D.N. & A.A. can participate in the lucky draw. No other entries will be accepted. Each participant in the lucky draw will only be allowed to win once per year. The Judge's decision will be final.

ENTRIES MUST BE RECEIVED BY AUGUST 22, 1981

Mrs. Heather A. Nikolaew,
Editor O.D.N. & A.A.,
113 Cathcart Street,
LONDON, Ontario N6C 3M2

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DEADLINE DATE FOR THE NEXT ISSUE (OCT.-DEC.) — AUG. 26, 1981
(Submitted to the Editor before the above date)

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THE OPINIONS EXPRESSED IN THE ARTICLES ARE THOSE OF THE AUTHOR AND DO NOT NECESSARILY REPRESENT THE VIEWS OF THE ONTARIO DENTAL NURSES AND ASSISTANTS ASSOCIATION OR THE EDITOR.

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Ontario Dental Nurses & Assistants Association

EDITORIAL

'Nostalgia was the word', as our Convention Manager had promised in her message published in the Golden Issue. Convention this year was a time of celebration for the 50 years of notable accomplishments that the O.D.N. & A.A. has attained since its conception in 1931.

The Hospitality Room in the St. Andrews Room was open to view with a lovely picture display of the "Old Days" with many familiar faces to be found, if you devoted a little time to browsing. Mrs. Vera Williams of the Hamilton Association, served as hostess in the Hospitality Room, for which the O.D.N. & A.A. is very appreciative.

Sunday evening provided a great deal of nostalgia, as there was a 'Past President's Dinner' held in the Terrace Room. Many of the older members and past presidents received their 50 year pins. (see page). A beautiful evening was spent by all enjoying the wit and humour of some of our senior members, sharing their memories with us and with excellent entertainment which followed to top the evening. That evening was living proof to the O.D.N. & A.A.'s commitment to their prayer, that has been heard at Convention past years, "We thank you for giving us the opportunity to revisit old friends and make new ones".

Two beautiful luncheons were held in the Floating World, Holiday Inn on Monday and Tuesday with a tremendous turnout of at least 60 more members than planned, to make a total of 530 in attendance.

"Solid Gold" Dance, with music by "A Group Called Brown," was a complete success as great entertainment usually draws the crowd. The dance floor was packed by 11 P.M. and much fun was had by all.

Our Wednesday morning breakfast, where all the trophies were presented, was a time to honour the current out-going President. Brenda Moffatt has finished her term and this young lady has worked hard, been very dedicated and has proven that she can handle the challenges that were put to her in this tremendously responsible position of President. Good luck to Brenda in her future endeavours. Brenda was presented her past president's pin by Mr. Jack A. McTavish.

To welcome our new President, Christine Dow, Dr. Brad Holmes, President of the O.D.A., presented Christine with the President's Rose Bowl, which has been tradition, since Marion Edwards donated it in 1962. Mrs. Elizabeth McGregor, Christine's sister, gave a delightful and extremely entertaining introduction to the incoming President. I believe the term best fitting the occasion would be, "she had them rolling in the aisles". I think Elizabeth was the 'sunshine' that was invited to the Sunrise Breakfast.

This will be a good year for the O.D.N. & A.A. with representation by Mrs. Christine Dow, in the office of President. Christine is a warm, charming, and intelligent young woman, who expresses herself extremely well publicly. Congratulations to Christine and best of luck for the upcoming term.

A Winter Clinic Registration Form is published in this issue for your convenience. There will be another registration form and full program in the October-December issue but this form is being published for the convenience of those of you who like to register early in the Fall.

Enjoy your summer and prepare yourself for a productive term in the Fall.

Heather A. Nikolaew
EDITOR

DATES FOR BOARD OF DIRECTORS MEETINGS IN 1981-82 TERM

Sunday, October 17, 1981
and
Sunday, February 20, 1982

DATES FOR ACCREDITATION BOARD OF GOVERNORS MEETINGS IN 1981 - 82 TERM

Saturday, October 16, 1981
and
Saturday, February 19, 1982

NOTE: Both Board of Directors and Board of Governors meetings will be held at the Holiday Inn (Downtown) Toronto.

PRESIDENT'S MESSAGE

In this, my first message to you as your President, I would like to tell you a little about myself and my career in Dental Assisting.

I completed the Dental Assistant course in Toronto in the years 1959, and 1960. My Certification was attained in the first class of assistants being certified through a recognized course of study.

For the ten years that followed, I was employed in various dental practices in Toronto and Oshawa. My move to northern Ontario in 1971 removed me from my profession for a short time. I moved into other career opportunities such as banking, clinic managing and aquatic supervision in Sudbury. Four years ago I returned to the dental field as a teaching master in the Dental Assistant Program of Cambrian College of Applied Arts and Technology.

I was instrumental in the formation of the Sudbury affiliate of the O.D.N.& A.A. and have served on the Board as their representative for four years.

I feel very confident that this will be an interesting and constructive year for the O.D.N. & A.A. The executive that you have chosen is a dedicated one, and I congratulate you on your choice, and them on their election.

The Accreditation Division is under the capable leadership of Margaret Deichert who has also accepted the position of Vice-President of the Canadian Dental Nurses and Assistants Association.

As the national convention will be held in Toronto, May 9-12, 1982, in conjunction with our own provincial convention, I encourage you to consider becoming a member of the C.D.N. & A.A. There is a geat deal of mobility between provinces as dental assistants go west; why not be nationally certified and increase your national body's status? It can only improve our bargaining position by having a large membership.

In the north, this September 11 and 12, Sudbury will host the first convention in conjunction with the N.O.D.A. If you have never experienced northern hospitality or seen the slag being poured, I suggest that you are in for a real treat. The information appears in this journal and everyone is welcome to attend. Accreditation Division's support has been given this convention by providing the cost of the speakers.

I will be attending the national convention in Calgary at the end of August as your representative. If you have any concerns that I should be made aware of, please forward them to me in writing.

Thank you for allowing me the privilege of serving you in this and so many other ways.

The support of the Board representatives and governors, the other executive members and the executive secretary are most appreciated, and I will endeavour to respect that trust by my actions as your President.

CHRISTINE DOW, C.D.A.
President

UPCOMING JOURNAL DEADLINES FOR 1981 - 82

OCTOBER-DEC. ISSUE 1981 — AUGUST 26, 1981
JANUARY-MARCH ISSUE 1982 — DEC. 10, 1981
APRIL-JUNE ISSUE 1982 — FEBRUARY 20, 1982
JULY-SEPTEMBER ISSUE 1982 — MAY 19, 1982

Any material required to be published in any of the above issues, must be mailed one week before the deadline date so that the Editor has the material in her hands on the deadline date.

THE EDITOR

CANADIAN CONVENTION C.D.N. & A.A.

TO BE HELD IN CALGARY, ALBERTA

August 30 to September 2, 1981

For information contact: Ms. Joanne MacLean
405 — 135 Lynnview Road S.E.
CALGARY, Alberta
T2C 2G6

MINUTES OF THE 50th ANNUAL MEETING of the ONTARIO DENTAL NURSES AND ASSISTANTS ASSOCIATION

SUNDAY, MAY 24, 1981
HOLIDAY INN (DOWNTOWN), TORONTO

The meeting was called to order at 2 p.m. by the Chairman of the Board, Mrs. Patricia Miller, London.

The Minutes of this meeting were taken by the Executive Director, Mrs. Ann Phippen, Toronto. The scrutineers were Mrs. Barbara Knox and Mrs. Evelyn Smith, members of the O.D.N. & A.A. Staff. The Parliamentarian was Dr. K. F. Pownall of the Royal College of Dental Surgeons of Ontario.

The Chairman requested voting members to be seated at the front of the room; all guests and non-voters were asked to be seated to the back of the room. The Chairman instructed the Scrutineers to list the names and cities of all voting members. The Chairman asked if there was a quorum present and asked the Scrutineers to have new members coming in to register with them.

The Chairman turned the meeting over to the President, Mrs. Brenda Moffatt, Kitchener.

Since the Notice of Meeting was published in the Journal, the President did not read this notice. The President announced that the door would now be closed and any voting members now entering should register with the Scrutineers who will then request permission of the Chair to accept members' votes and record the change of number of voting members; the same to apply to a voting member leaving the room.

Membership Report
The President requested Mrs. Ann Phippen to present the membership report. Mrs. Phippen reported there are 1700 Active Members, 82 Associate Members, 387 Student Members and 82 Independent Members for a total of 2251.

The meeting was declared properly constituted.

Minutes
The Minutes of the 49th Annual Meeting were published in the Post-Convention Issue of our Journal, and received by all members.

Motion — Esther Reith, Pat Rowan
"That the Minutes of the 49th Annual Meeting be adopted as circulated and published."
CARRIED

The minutes were signed by the President and Secretary.

REPORTS
President — Mrs. Brenda Moffatt read her report as President.

Motion — Elizabeth Anderson, Laurie Beaton
"That the President's Report be adopted as read."
CARRIED

Accreditation Division Chairman — Miss Margaret Deichert reported on the business of the Accreditation Division.

Motion — Laurie Beaton, Leisa Inch
"That we accept in principle the possibility of reciprocity for the successful applicants of the Ontario Certification Examination with the Dental Assisting National Board, Inc."
CARRIED

Motion — Lynn Morris, Elsie Gallop
"That the Report of the Accreditation Division Chairman be adopted as read."
CARRIED

Treasurer — Miss Helen Crowe read her report as Treasurer.

Motion — Susan Andrews, Faye Ungar
"That the Report of the Treasurer be adopted as read."
CARRIED

Motion — Elizabeth Anderson, Laurie Beaton
"That all outstanding accounts be paid."
CARRIED

Budget & Finance Committee — Miss Helen Crowe, Chairman, gave her report on the Budget and Finance Committee.

Motion — Laurie Beaton, Susan Cunningham
"That the report of the Budget & Finance Committee be adopted as read."
CARRIED

By-Laws — Miss Margaret Deichert, Chairman, gave the report of the By-Laws Committee.

Motion — Joyce Robinson, Laurie Beaton
"That By-Law #1 and By-Law #2 of the Ontario Dental Nurses and Assistants Association be amended as follows:

By-Law #1, #6 Active Members (b) — Any person who is a dental assistant actively employed as an instructor of dental assisting in a dental program at an Ontario College of Applied Arts and Technology or an Ontario Secondary School.

By-Law #1, #9 Student Member — Any person enrolled in a dental program at an Ontario College of Applied Arts and Technology or an Ontario Secondary School shall be eligible for student membership in the Association. By-Law #2, #14 1-(d) (addition) — Have completed five years or more full-time practical experience as a dental assistant in a dental office or clinic in Canada or the United States of America, upon successful completion of the Ontario Certification Examination."
CARRIED

Reports of the Executive, Board of Directors, Board of Governors and Committees have been circulated and will appear in the July — September issue of the Journal.

Motion — Faye Ungar, Mary Lou Fischer
"That the reports of the Executive, Board of Directors, Board of Governors and Committee reports be adopted as circulated."
CARRIED

Appointment of Auditors

Motion — Leisa Inch, Esther Reith
"That John A. Cross be reappointed as our auditor for 1981-82."
CARRIED

Winter Clinic Student Day
The O.D.N. & A.A. Accreditation Division sponsors a Winter Clinic Student Day for Dental Assisting Students at Ontario Colleges of Applied Arts and Technology and Ontario Secondary Schools. This day is held the day prior to Winter Clinic Day. The Accreditation Division has requested the O.D.N. & A.A. to contribute $1,000.00 towards the cost of this day.

Motion — Laurie Beaton, Susan Doggett
"That the O.D.N. & A.A. contribute $1,000.00 towards the cost of the 1981 Winter Clinic Student Day sponsored by the Accrediation Division."
CARRIED

Student Kit
The Accreditation Division is having the Student Information Brochure up-dated and the O.D.N. & A.A. have been requested to contribute one-half the cost.

Motion — Ute Baldwin, Elsie Gallop
"That the O.D.N. & A.A. accept the responsibility of payment of one-half of the cost of the student kit. The O.D.N. & A.A. portion not to exceed $500.00."
CARRIED

Resolutions Committee
Mrs. Christine Dow, Chairman of the Resolutions Committee, presented three resolutions for consideration.

Motion — Joyce Robinson, Faye Ungar
"That Resolution #15 —

WHEREAS the position of Table Clinic Convenor for O.D.N. & A.A. Convention is a responsible position, and

WHEREAS executive members should be knowledgable re this position before becoming President,

THEREFORE BE IT RESOLVED that the Vice-President of the O.D.N. & A.A. be Table Clinic Convenor for the Annual Convention — be adopted as read."

CARRIED

Motion — Judy McIntyre, Beth Kennedy
"That Resolution #16 —

WHEREAS the position of the President of the Ontario Dental Nurses and Assistants Association is a one year term of office, and

WHEREAS it be deemed necessary for the continuity and organization to be maintained during meetings,

THEREFORE BE IT RESOLVED that a Chairman of the Board be elected annually by the Ontario Dental Nurses and Assistants Association, Board of Directors. The Chairman of the Board may serve more than one term of office. — be adopted as read."

CARRIED

Motion — Millie Thomson, Susan Doggett
"That O.D.N. & A.A. Resolution #17 and Accreditation Division Resolution #3 —

WHEREAS there is student membership available and student members have been a part of this Association for a number of years, and

WHEREAS the students are potential active members of the Ontario Dental Nurses and Assistants Association, and

WHEREAS there has never been student representation on the Board of Directors and the Board of Governors,

THEREFORE BE IT RESOLVED THAT a student member be appointed at random annually to represent all the Dental Assistant Programs from Ontario Colleges of Applied Arts and Technology and Ontario Secondary Schools. This student to attend all Board Meetings as an Observer — be adopted as read."

CARRIED

Accreditation Division — Budget and Finance Committee
Mrs. Ann Phippen read the Budget and Finance Committee, Accreditation Division, report.

Motion — Laurie Beaton, Nancy Block
"That the Accreditation Division Budget and Finance report be adopted as read."

CARRIED

The President turned the meeting over to the NOMINATIONS CONVENOR, Mrs. Judy McIntyre, Hamilton, who submitted the proposed nominations.

PRESIDENT — Mrs. Christine Dow, Sudbury. According to the By-Laws, the President-Elect assumes the position of President and no election is held.

PRESIDENT-ELECT — Ms. Diane Pike, Kingston. As there were no further nominations from the floor, Mrs. McIntyre declared nominations for the office of President-Elect closed.

VICE-PRESIDENT — Miss Elizabeth E. Anderson, Toronto. Mrs. Faye Ungar, Kingston. As there were no further nominations from the floor, Mrs. McIntyre declared nominations for the office of Vice-President closed.

As a result of a vote by Secret Ballot, Mrs. Faye Ungar was declared elected to the office of Vice-President.

SECRETARY — Miss Elizabeth E. Anderson, Toronto. Ms. Joyce Robinson, London. As there were no further nominations from the floor, Mrs. McIntyre declared nominations for the office of Secretary closed.

As a result of a vote by Secret Ballot, Ms. Joyce Robinson was declared elected to the office of Secretary.

TREASURER — Miss Helen Crowe, London. As there were no further nominations from the floor, Mrs. McIntyre declared nominations for the office of Treasurer closed.

ACCREDITATION DIVISION CHAIRMAN — Miss Margaret Deichert, Waterloo-Wellington. As there were no further nominations from the floor, Mrs. McIntyre declared nominations for the office of Accreditation Division Chairman closed.

CHAIRMAN OF THE BOARD — Mrs. Patricia A. Miller, London. As there were no further nominations from the floor, Mrs. McIntyre declared nominations for the office of Chairman of the Board closed.

Mrs. McIntyre read the slate of newly elected officers.

ACCREDITATION DIVISION VICE-CHAIRMAN; In accordance with our By-Laws, the Chairman of the Accreditation Division appoints the Vice-Chairman. Miss Deichert requested that this appointment be made at the Post Convention Meeting. Permission was granted.

Motion — Laurie Beaton, Helen Crowe
"That the ballots be destroyed."

CARRIED

Installation Services for the Officers elected for the 1980-81 term will take place at the Breakfast on Wednesday, May 27, 1981.

The President thanked Dr. Pownall, the Scrutineers, Nominations Convenor and Executive Director.

Adjournment

Motion — Susan Andrews, Gail Scriver
"That the meeting be adjourned at 3:20 p.m."

CARRIED

CONGRATULATIONS MAX HANNA LUCKY DRAW WINNERS!

There were two winners for the Max Hanna Lucky Draw, which took place in time for presentation of the gifts at our 50th Convention. The winners received Phillips "12 cup Coffee Makers" with a built-in clock feature.

These lovely gifts are donated by Max Hanna, D.T., who has two offices:

Max Hanna Denture Clinic,
1301½ Dundas St. East.,
LONDON, Ontario.

and

Max Hanna Denture Therapist Clinic,
536 Simcoe Street,
WATFORD, Ontario.

The following names are of the two winners at the 50th Anniversay Convention:

Mrs. Sharon Foster,
426 Beaver St. S.,
NEWCASTLE, Ontario.
EMPLOYER: Dr. John Balenko

and

Mrs. Gail A. Foster,
1228 Canvey Crescent,
MISSISSAUGA, Ontario.
EMPLOYER: Dr. F. A. Wool-Smith

I would like to express my pleasure at receiving more than double the usual amount of entries in this last issue. I hope that more and more of you become aware of this Lucky Draw and particpate in the future.

THE EDITOR

POINT OF VIEW

"Association" or "unionization"?

by Christine Dow, C.D.A.
President, O.D.N. & A.A.

"The nurses are trying to unionize!" How often have we heard this comment?

The Ontario Dental Nurses and Assistants' Association seems to be the body most often pointed to through which unionization will take place. It is no wonder that our association is perceived this way; we are the only group where dental assistants meet regularly and would have an opportunity to organize.

Periodically, letters or statements have been made by dental assistants throughout the province in an attempt to encourage membership in the O.D.N. & A.A. These letters and statements are sensationalist in nature and refer to "increasing salaries, increasing benefits" and the like. These are errors in judgement which unfortunately are impossible to control and are certainly not condoned.

It is when the O.D.N. & A.A. is accused of being this kind of an association that its members are sent scurrying back to the By-Laws to review the rules and regulations. These must be complied with at all times, or we will lose our Charter.

Unionization opposed

The *Principle of Ethics* of this Association makes a clear statement to the Dental Assistant member, and it is included for your information:

"Members of the Association shall maintain honesty in all matters, comply with the ethics of the dental profession and adhere to professional ethics required by employers."

"Every member of the Association shall have an obligation to hold in strict confidence the details of professional services rendered by an employer and the confidences of any patient of such employer. Members of the Association are expected to constantly develop their skills and abilities by seeking additional education in the dental assisting field especially through services provided by the Association."

"Members are expected to actively participate in the efforts of the Association and the various affiliated associations in order to improve the educational status of the dental assistant. Members of the Association shall not perform services for patients who require the professional competence of a dentist or which are prohibited by *The Health Disciplines Act, 1974*, parts I and II, and the regulations thereunder or by the Royal College of Dental Surgeons of Ontario."

"Members of the Association who are dental assistants and who hold certificates issued or renewed for the current year by the Accreditation Division of the Association may use the title "Certified Dental Assistant" or "Accredited Preventive Dental Assistant" in connection with their employment or otherwise."

Dentists throughout this province have encouraged their dental assistants to associate — not to organize. We appreciate this encouragement and wish to state that we are adamantly opposed to any group who would use the O.D.N. & A.A. as a vehicle for a unionization movement.

FITNESS NOW • AND HOW

How much time does fitness take?

Let's put the issue of fitness and time in perspective.

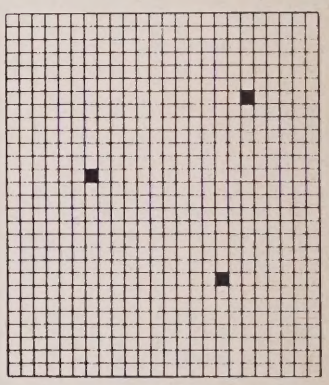
The illustration here depicts one week. As you can clearly see, there are 672 squares. Each square represents a fifteen minute period — 4 per hour . . . 96 per day . . . 672 per week.

The three squares that are filled in represent three, fifteen minute periods — the amount of time getting fit will take out of your week. That's it.

Fifteen minutes three times a week. 3/672 of your time. 3 squares for fitness. 669 for the rest of your busy schedule.

So much for the notion that getting fit has to take a lot of time.

Can you get fit and stay fit in three squares a week? AND HOW!



PARTICIPACTION

☆☆☆

CHANGE AND DECAY

by Olive Fuller

Miss Olive Fuller lived and worked as a dental assistant in India for the past 36 years, up until her return to Canada this year. She now resides in Toronto and attended this years 50th Anniversary Convention. The following article was chosen as the Second Prize Journal Contest Entry and Miss Fuller was presented with the Patricia Miller Second Prize Trophy at the Wednesday morning breakfast on May 27, 1981, held in the Holiday Inn, Downtown, Toronto. (for photo see Trophy Winners page 15).

Yesterday I attended two weddings, one in a city and the other in this small village. In all the crowds of friends and relations — the whole community turns up for East Indian weddings! I was the only overseas person there. Until the '50's there would have been plenty of expatriates at such events. This is one of the most noticeable changes of the past 36 years that I have seen in India. We are still welcome for certain types of services but no longer as those in charge; no longer in the numbers we used to be. Leadership of Colleges, High Schools, Churches, Banks, Post Office, Transportation, what have you, have all been taken over by competent Indians. More and more are qualifying academically to play their part in running their own country. There are some very fine types, many of whom I am proud and most grateful to call my friends and colleagues.

Electric pylons rear their massive structures to the sky and are rapidly changing the mode of life, even in the most remote villages. The transition from lamplight to electricity is a tremendous one, which has taken place since I came. Electronics also are affecting daily life. Nowadays transistors can be heard constantly in homes, coffee shops, in the fields where shepherds tend their flocks, in the streets and on buses, or while riding pillion on a cycle. Not much silence any more! Roads are greatly extended and improved. I never travel anywhere without seeing some work going on. This means facilitation of communication and, as a consequence, India is on the move both literally and figuratively.

Dentition has not remained untouched by change either. Toothpaste and toothbrushes have come to stay to take their place in hut and well-built homes alongside the woodash, traditionally used for digital cleaning of the teeth. Provided the brushes are kept clean this is an advance and should help with the very prevalent periodontal diseases that plague so many Indians. There is no natural massage except guavas — not always available — in the soft rice diet. Apples recently introduced in these parts from the north are too expensive for the average family.

Other changes I see affecting dentition can only mean decay and plenty of it. When I first came to India, I was very pleased to notice that children's confections were chiefly non-sweet grains, parched or fried in oil. These gave protein content to the diet and were not damaging to the teeth. But that has largely changed now. Cake and confection shops are everywhere and it is stylish to feed children on biscuits, sugar sweets, white bread and even ice cream, for those who can afford it. As a result, I am being asked what to do about decayed teeth, and having to advise or warn parents regarding the dangers they are courting. Most families have not sufficient income to see a dentist and when there is only one qualified man within a vast area, what chance have they of an appointment even if money is in hand? They just wait and suffer until the offending tooth is beyond repair and has to be extracted. So much for 'modern' ways which spell regression in dental matters! The idea of replacing lost teeth with dentures is being accepted gradually. But both income and availability of dentists govern the matter. The gap between the 'haves' and 'have-nots' in this, as in so many other things, is definitely widening with the passage of the years.

India has good legislation for the dental profession. She now needs more training colleges, more dentists, more widespread knowledge on dental matters, and more discernment to understand the importance and value of a good diet consisting of more fruit and vegetables. The change to sugar delights, only leads to dental deterioration and decay.

O.D.N. & A.A. MEMBERSHIP PINS

O.D.N. & A.A. Membership Pins are available from:

O.D.N. & A.A. Head Office,
406 - 345 Dixon Road,
WESTON, Ontario.
M9R 1S6

These pins have the O.D.N. & A.A. crest and a bar guard with the initials of the respective Affiliate Association.

COST — $25.00

When ordering please include —

1. Name and mailing address (Pins will be forwarded by Registered Mail).
2. Name of Affiliate Association.
3. Enclose certified cheque or money order made payable to O.D.N. & A.A. when placing order.
4. Enclose photocopy of membership card.

STUDENT AWARD

"MILLIE THOMSON STUDENT JOURNAL AWARD"

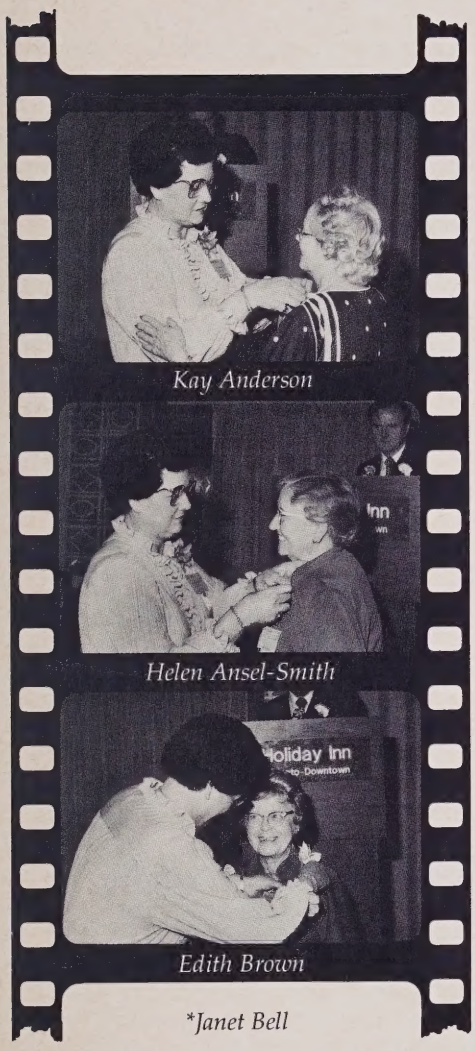
This award was donated by Millie Thomson in May 1975, to be presented to the student who contributed the winning article in the Journal Student Contest.

Winner — VALERIE JAMIESON, Etobicoke Collegiate

Article: "Our Patient's Happiness" (published in this issue on page 30).

50 YEAR PINS

The following people were presented with engraved gold stick pins honouring their 50 years of participation in the O.D.N. & A.A. Marg Deichert is shown here presenting the pins.



Kay Anderson

Helen Ansel-Smith

Edith Brown

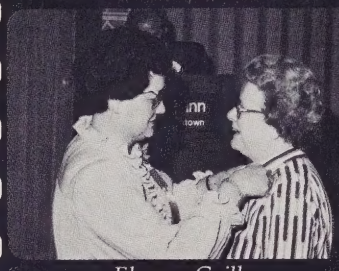
**Janet Bell*

**Irean Bruce*

**Mura Bull*

**Sally Davies*

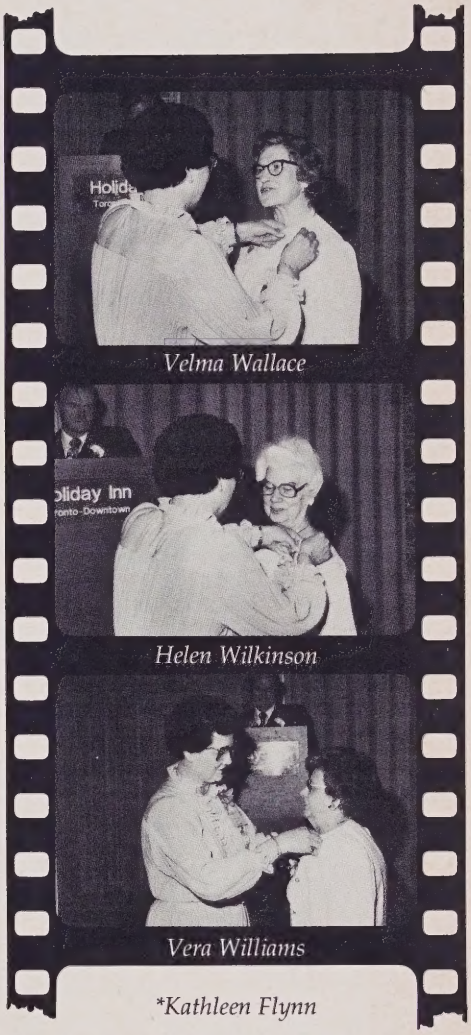
Lura Edwards



Eleanor Grilles

Loretta McCaughey

Ellen Tuck



Velma Wallace

Helen Wilkinson

Vera Williams

**Kathleen Flynn*

**Irene Pollock*

Mr. Jack A. McTavish — honorary pin

25 YEAR PINS

The following people received their 25 year pins at Convention '81.

Madeleine Bernier

Robertena Carter

Lillie Cowan

Pauline Randolph

Mary Sandziuk

Christina St. John

* — These people will receive their pins by mail as they were not at convention to receive them during the presentations.

O.D.N. & A.A. ACCREDITATION DIVISION

IMPORTANT NOTICE

There has been an addition to the regulations with regards to applying for the Ontario Certification Examination.

DENTAL ASSISTANTS WHO HAVE BEEN EMPLOYED FULL-TIME IN A DENTAL OFFICE IN CANADA OR THE UNITED STATES OF AMERICA FOR A PERIOD OF FIVE YEARS OR MORE ARE NOW ELIGIBLE TO APPLY TO SIT THE ONTARIO CERTIFICATION EXAMINATION.

DATE OF NEXT EXAMINATION - November 7, 1981
DEADLINE DATE FOR APPLICATIONS - September 15, 1981.

Applications and information are available by writing:

O.D.N. & A.A. Accreditation Division,
406 - 345 Dixon Road,
Weston, Ontario M9R 1S6

The following are now eligible to apply for Certification in Ontario.

1. Graduates of Dental Assisting Program of an Ontario College of Applied Arts and Technology, OR
2. Graduates of a Dental Assisting Program of an Ontario Secondary School upon completion of one year (1800 Hours) full-time employment in a dental office or clinic, OR
3. Graduates of a Dental Assistant Program of any other jurisdiction upon successful completion of the Ontario Certification Examination, OR
4. Dental Assistants who have completed five years or more full-time practical experience as a Dental Assistant in a dental office or clinic in Canada or the United States of America, upon successful completion of the Ontario Certification Examination.

REMINDER: Applicants may apply for Certification in Ontario within two years of date of eligibility without further examination.

Miss Margaret L. Deichert, C.D.A.
Chairman, O.D.N. & A.A. Accreditation Division.

CANADIAN DENTAL NURSES' AND ASSISTANTS' ASSOCIATION

C.D.N.A.A. CONTINUING EDUCATION COURSES AVAILABLE

DENTAL ASSISTING IN ORTHODONTICS
This course is designed to help the dental assistant develop skills and obtain an understanding in basic orthodontic chairside and office skills.

Group study is suggested.

LABORATORY ASSISTING IN ORTHODONTICS
This course is designed to help the dental assistant who has taken the prerequiste "Dental Assisting in Orthodontics" to improve her efficiency in laboratory procedures.

Group study is recommended with an Orthodontist as instructor.

ADVANCED DENTAL PRACTICE MANAGEMENT
The objective of this course is to provide the dental assistant with advanced education in some areas of pratice management most likely to be delegated to her. It is equally valuable to the experienced dental assistant or secretary who is not certified. The course is suitable for group or individual study.

SHARPENING CURETS & SICKLE SCALERS
This is a self-instructional course in sharpening curets and sickle scalers. The course includes an illustrated 40 page self instructional booklet, an enlarged plastic model of an instrument and sharpening paper for practice, a course evaluation form and a form to be notarized by the dentist who will check the final work.

Individual Study.

GAINING AN UNDERSTANDING OF THE NORMAL vs. THE INFLAMED GINGIVA
This is a self-instructional course which will give the student advanced study in the clinical characteristics of the gingiva and in the easily observable signs of periodontal disease. The course has full color illustrations and accompanying examination.

CONSTRUCTION OF ACRYLIC SPLINTS
This course is designed for the experienced dental assistant who is preparing to assume the expanded role of impression taking and construction of temporary restorations in provinces where these intra-oral duties have been legalized. The course may be done in group study or individually with a dentist instructor.

INTRODUCTION TO BASIC PATHOLOGY
This is a self-instructional course designed to provide the dental assistant with a basic understanding of pathology and the ability to recognize deviations from the normal. The course includes information regarding etiology of disease, inflammation, mechanism of inflammation, new growths, and disturbances of the circulatory system. The course has illustrations and examination is included.

HYPERTENSION DISEASE: ITS IMPORT TO DENTISTRY
This course is designed to provide the dental assistant with an understanding of hypertension disease, its impact in this country, its underlying physical factors, its special importance to the dental patient and the procedure for its detection in undiagnosed or untreated cases. The course included information concerning the extent of the disease, its physical factors, various classifications of the disease, detection procedures and special considerations for the dental patient. Group or individual study.

The above courses are $20.00 per course and are available from the C.D.N.A.A. office.

10 points of continuing education will be granted for successful completion of each course.

Course may be taken for general interest only. Non members please add $20.00 per course.

THERAPEUTICS FOR DENTAL AUXILIARIES (Basic)
Dental Auxiliaries are not responsible for prescribing or administering medicaments however there are several areas included in Dental Therapeutics that she/he should be knowledgeable in.

The format of this basic course presents an outline of the drugs and chemicals used in the diagnosis, treatment and prevention of dental disease, including those agents used in controlling anxiety. Local anesthetics, nitrous oxide-oxygen analgesia and general anesthetic will be discussed along with certain elements pertaining to the physiological effects following administration. Considerable emphasis will be placed on the proper ordering and storage of drugs common to the dental office and on the responsibility of the auxiliary in assisting the dentist if an emergency should occur following administration. A general interest chapter on the abuse of drugs will be included.

Evaluation process: Written examination. Pass mark 75%

Fee: C.D.N.A.A. Certified Dental Assistants $15.00
C.D.N.A.A. Members only $20.00
Non members $40.00

10 points of continuing education.

BEHAVIOR MANAGEMENT
This program is designed to begin with a discussion on the formation of patient attitudes towards prevention and treatment which provides a basis for behavior exhibited in the dental office. The majority of this course will deal with pedodontic patients; setting the scene, helping to create a desire for good dental health, education of parents in their role, techniques in the prevention of behavioral problems and the management techniques when a problem does exist. The adolescent patient, the aged patient and the patient with special needs are also included in the course. Communicative skills are discussed to assist you in expressing yourself both verbally and nonverbally to patients of all ages. A section of the manual will deal with the importance of a good mental attitude in your career as a dental auxiliary and the affect that your attitude has on the ability to deal with problems associated with a dental office environment.

Evaluation process: One written examination. Pass mark 75%.

Fee: C.D.N.A.A. Certified Dental Assistants $40.00
C.D.N.A.A. Members only $45.00
Non members $65.00
**Fee includes text book

10 points of continuing education

BLOOD PRESSURE AND ITS MEASUREMENT

More dental offices today are purchasing equipment for the purpose of recording the blood pressure of each patient as a part of the routine examination and then recording their findings on the medical history. The physiology of blood pressure (normal and in cases of hypertension), how to measure and record with special emphasis on the effect of an evaluated pressure in the administration of medications, particularly local and general anesthetic, are important aspects of this course. The manual is accompanied by a cuff, gauge and stethoscope for practical application of the theoretical knowlege. This course involves completing an exercise sheet in which the student will be required to take and record a designated number of blood pressures.

Evaluation process: Written examination. Pass mark 65%
Practical evaluation. Pass mark 100%

Fee: C.D.N.A.A. Certified Dental Assistants $55.00
C.D.N.A.A. Members only — $60.00
Non-members $80.00

*Fee includes cuff, gauge, stethoscope

FORENSIC ODONTOLOGY

"Forensic odontology is the branch of odontology which deals with the proper handling and examination of dental evidence and with the proper evaluation and presentation of dental findings in the interest of justice"

This course is designed to give the dental auxiliary an insight into the challenging and increasingly important aspect of dentistry. The material covered includes a brief history of forensic dentistry, legal aspects, dental identification, radiography & photography, case histories and finally a brief section on the battered child syndrome.

To obtain credit for certification points certified dental assistants will be required to write a final examination with a pass mark of 75%.

Cost to nationally certified dental assistants is $15.00
Non-certified Members of C.D.N.A.A. — $20.00
Non-members — $40.00

NOTICE

The O.D.N. & A.A. Accreditation Division will once again sponsor a Student Winter Clinic Day — Wednesday, November 25, 1981 — for students in the Dental Assistant Programs at Ontario Colleges of Applied Arts and Technology and Ontario Secondary Schools.

Further information will be published in the next issue of the Journal and forwarded to the Dental Assistant Programs in September.

(Miss) Margaret L. Deichert, C.D.A.
Chairman, O.D.N. & A.A.
Accreditation Division.

FACTS ABOUT HIGH BLOOD PRESSURE

by Theresa Claxton, Toronto Affiliated Association.

Blood pressure is the amount of force required to circulate blood through the body.

Blood pressure is measured at 2 levels. When the heart is contracting (systolic) and when it is relaxing (diastolic). The average systolic blood pressure is about 120 millimeters of mercury and the average normal diastolic pressure is about 80 millimeters of mercury. This is recorded as 120/80.

When the diastolic pressure reaches 90 or higher it is said to be elevated. High blood pressure is also referred to as HYPERTENSION.

The cause of high blood pressure is not known. It is thought to be due to narrowing of certain blood vessels and may be related to kidney function. A small percentage may be due to a specific cause such as tumor. However the cause of high blood pressure is still unknown.

High blood pressure can occur at any age. However the average age range for the beginning of high blood pressure is the thirty's. High blood pressure is more common as we get older.

High blood pressure is more likely to develop in people whose parents have had or have high blood pressure than those whose parents have not had the disorder.

It is a misconception that a hypersensitive person is nervous, compulsive and never-resting. Some people with high blood pressure may be like this but others are relaxed, quiet and calm.

The typical symptoms of high blood pressure are headache, easy fatigue, shortness of breath and dizziness. Although these symptoms often occur with high blood pressure, there are many other disorders in which similar symptoms are present. Therefore it is wise to have a doctor examine you and decide whether or not your blood pressure requires treatment.

High blood pressure imposes an extra burden on the heart and blood vessels. An abnormal strain on the heart can cause the walls of the heart to thicken and the heart to become enlarged. Due to the abnormally high pressure, the blood vessels begin to overstretch and the ordinarily tough, elastic walls begin to lose their ability to stretch. Blood vessels in the brain may burst when their walls become weakened and a stroke can occur. A stroke can cause various degrees of paralysis. The kidneys begin to suffer as the arteries in these organs are damaged by the pressure. Eventually the kidneys fail to filter out waste products and sickness and finally death may follow.

continued . . .

. . . continued

High blood pressure can be treated and the degree of success varies in different patients. Most high blood pressure responds to treatment. A doctor will prescribe medicine that can reduce and control high blood pressure.

Treatment of high blood pressure also requires patient cooperation. Although there are many medicines that will help, a doctor may also want you to:

1) Follow the diet he recommends. However, make no change in your diet until you have consulted a doctor.
2) Lose weight if your doctor recommends it.
3) Salt may have to be eliminated from your diet, or make do with very little.
4) The amount of fat in the diet may have to be decreased.
5) Get plenty of rest.
6) Avoid alcohol and tobacco.
7) Settle your problems so they don't worry you and interfere with your rest.
8) Get adequate sleep.

Remember that —

a) You may feel worse for a short while after you start to take your medicine before it begins to take effect.
b) You will probably have to continue with your blood pressure medicine indefinitely.
c) Your doctor will probably recommend that you combine rest, weight control, restricted use of alcohol and tobacco, and freedom from worry to obtain best results.

Follow the doctor's orders and you may add many comfortable healthy and happy years to your life.

HOTEL FIRES ARE BECOMING A CONCERN FOR ALL

A FIRE FIGHTER'S ADVICE

The following is a condensed version of an Associated Press article that lists comments from Capt. Richard H. Kauffman, a Los Angeles county fire fighter.

Capt. Kauffman believes he would have survived the MGM Grand Las Vegas Hotel fire. "I haven't been there and seen for myself where the 84 bodies were found", Kauffman said, "but from what I have learned from firemen and others who were there, I believe that as many as 70% or 80% of them could have saved themselves."

Capt. Kauffman's few simple rules for survival are:

- Develop habits of behavior on checking into hotel rooms that will become as routine as knowing where the ice machine is.
- Know where your hotel room key is at all times. Keep it on your bedside table, not in your pocket, on the dresser or T.V.
- "Some of the victims in the Las Vegas fire were found in the hallways without their room keys." "They couldn't have gotten back into their rooms if they had wanted."
- Know exactly where the fire exits are. Not just the direction. Count the doors and steps to the stairway and memorize the floor plan.
- If you smell smoke, call the fire department and include your room number. Then call the desk. The desk clerk might send a security guard. The fire department will send firemen.
- Then get ready to leave. First, feel the door knob. If it is hot, don't open the door. If it isn't, peek outside. If it is not too smokey, go to the fire exit.
- Never use the elevator.

Always take your key with you. You might want to get back into your room where it could be safer.

If you go to the stairwell, walk, don't run and close the door behind you. Smoke in stairwells is caused by people leaving the fire door open. If the stairwell is too smokey, going down, turn around and go up. A fireman will greet you on the roof.

If you are forced to stay in your room, do this:

- Open the window if there is fresh air outside. Do not break the window. If there is smoke outside, you will need to close the window.
- Fill the bathtub with water. Wet towels and sheets and stuff them around the door. Block vents emitting smoke with pillows.
- If the door and walls are hot, bail water on them with your ice bucket. Keep everything wet. Swing a wet towel around the room to clear smoke. Put a wet towel over your nose and mouth.
- Above all, keep fighting, don't quit.

The above is printed with permission of Capt. Richard H. Kauffman who, in 1976, copyrighted an article entitled "Warning: Hotels Could Be Hazardous To Your Health." "To quote Johnson & Higgins' President, Mr. Robert V. Hatcher, Jr., "It's written for the layman and delightfully so. "Further we believe it to be important reading for all travellers."

We recently had the opportunity of talking to Dick Kauffman and found him as erudite and delightful as his writing. We were amazed to learn that more than 6,000,000 copies of his article have been printed and even more amazing, without any compensation to him.

Submitted by
DIANE PIKE
President-Elect

NOTICE

THE O.D.N. & A.A. HEAD OFFICE WILL BE CLOSED FOR THE MONTHS OF JULY AND AUGUST.

IF YOU WISH TO COMMUNICATE WITH THIS OFFICE DURING THAT TIME, PLEASE DO SO BY MAIL. A MEMBER OF THE STAFF WILL BE IN ONCE A WEEK TO ANSWER CORRESPONDENCE.

THANK YOU. HAVE A NICE SUMMER!

Mrs. Ann Phippen,
Executive Director.

SEXUAL HARASSMENT IN THE WORK PLACE

This article is taken from the Women's Bureau News Letter
of the Ontario Ministry of Labour which was published August 1978.

A 19-year old clerk in a small manufacturing firm is approached verbally and physically by her employer. She resists his advances and is subsequently fired due to "poor work performance".

A 17-year old kitchen helper in a food-processing plant experiences verbal and physical advances from her supervisor. When she fails to respond, she is dismissed.

A 31-year old restaurant manager in a respectable recreational club experiences advances from her superior shortly after being hired.

What have these three women in common? Each has been sexually harassed on the job and, upon dismissal, each sought recourse with the Ontario Human Rights Commission.

In the case of the clerk, the woman received a settlement of $300 in backpay. The employer agreed to post Human Rights cards on his premises and made assurances that there would be no further incident of this nature.

The kitchen helper filed a complaint with the Commission. The investigating officer discovered that another employee in the same establishment had complained to another government agency regarding the same man. The kitchen helper received $700 in compensation for lost earnings along with an apology. Assurances were made to the Commission that the Code would be adhered to in future.

Shortly after investigation was underway in the case of the restaurant manager, witnesses were found and her supervisor admitted to the harassment. The complainant received cash compensation of $1,800 for wages lost during the time it took her to find new employment.

Sexual harassment is defined as "any repeated and unwanted sexual comments, looks, suggestions or physical contact that you find objectionable or offensive and causes you discomfort on the job". Most women, at one time or another, have experienced some form of sexual harassment. Recent studies in the United States have shown that more than 70% of working women, regardless of education or position, had been victimized at least once. In most cases advances were at first verbal: vulgar language and suggestive comments, followed by attempts at physical contact.

Although some groups, such as waitresses, secretaries and clerks are more vulnerable to this form of harassment, it is by no means restricted to any one occupation. In better paying jobs it takes on a more subtle form. Women in executive positions are just as likely to be harassed.

When sexual harassment arises, women at first tend to ignore it; then attempt to cope with it — either by joking it off or by reasoning with the man. Finally, they are driven to quit their jobs or formally complain to management, thus running the risk of being fired.

Realizing that sexual harassment is difficult to prove, women should document each incident including the date, time, name and place. They should seek out sympathetic co-workers and tell them about it so that they are alerted to be more observant and could possibly play a role as key witnesses at a later date. Often, more than one woman is being harassed by the same individual and collective action may be advisable.

If harassment persists, a letter including the documentation should be written to management. Even if the woman decides to seek employment elsewhere, it is important that the incidents be recorded in case they recur in future. It may be beneficial to retain a lawyer to write on the woman's behalf, an indication that she means business and is considering suing the employer. In the case of a unionized establishment, the woman may consider approaching her union local to file a grievance on her behalf.

Possible legal remedies are available when the situation leads to intimidation, assault or rape. In such cases, police should definitely be notified and a lawyer consulted.

Women who are sexually harassed at work or have been fired as a result of their complaints or lack of response should file formal complaints with the Ontario Human Rights Commission. Confidentiality of information and sources is assured. Although there is no specific clause in the Human Rights Code pertaining to sexual harassment, Sec. 4 (1) g, which makes it illegal to "discriminate against any employee with regard to any term or condition of employment" because of sex, has been broadly interpreted to include sexual discrimination of this nature. Human Rights officers investigate complaints laid and bring the parties together in conciliation. In the event a settlement cannot be reached in a finding of descrimination, the case is recommended for a public Board of Inquiry.

Of the 15 cases of sexual harassment received by the Human Rights Commission in the past two years, none have proceeded before such a Board. A couple of the complaints were withdrawn before investigation was completed and the rest were settled through conciliation. According to officials of the Human Rights commission, this year has already shown a marked increase in the number of sexual harassment cases reported and the total will probably exceed the total number of cases for the previous two years.

The problem has escalated to such a degree that two Toronto women have written a book on the topic. Entitled *The Secret Oppression: Sexual Harassment of Working Women*, it is to be released in the spring of 1979 by Macmillan & Company. The authors, Leah Cohen, a political scientist, and Connie Backhouse, a lawyer, began writing a series of articles of problems women face in the work-force and discovered that the frequency of sexual harassment warranted a book on the subject.

The book will centre on seven case studies and will offer advice on how to handle such a situation. Women are instructed to recognize sexual harassment and to understand that it is not their fault. They should not carry the burden of guilt. Women have the right to complain and take action.

TROPHY WINNERS — CONVENTION '81

SPECIAL AWARDS

"THE IRENE POLLOCK LOYAL ASSISTANT TROPHY"

This trophy was donated by Irene Pollock of Windsor in May 1956, to be presented to the Dental Assistant who submits the longest record of consecutive years of employment with one employer.

Winner — HELEN M. PIFER, Port Colborne, Ontario
She has been employed by Dr. Fred C. Hebert for 25 years and 6 months.

"THE GEORGE H. TOBEY ACHIEVEMENT TROPHY"

This trophy is a memorial trophy in remembrance of Mr. George Tobey and it was donated by the L. D. Caulk Company in 1972. This trophy replaced the Dr. Paul Weber Cooperation Trophy, which was retired in 1971. In order to win this trophy you must have served on the Board. The voting of this trophy is done in secret ballot by the Board of Directors. The winner of this trophy is chosen for their outstanding dedication to the Association in the past year. This trophy can only be presented to a member once.

Winner — BRENDA MOFFATT.

"THE R.C.D.S. MEMBERSHIP TROPHY"

This trophy was donated by the Royal College of Dental Surgeons in May 1978, to replace the O.D.A. Membership Trophy, which was retired in 1967. This trophy is presented to the Affiliated Association having the largest number increase in membership in the past year.

Winner — Brant District Affiliated Association for their increase in membership of 48% for the term 1980-81.

JOURNAL PRIZES

"LORRAINE BOOMHOUR JOURNAL CONTRIBUTION AWARD"

This trophy was donated by Lorraine Boomhour, a former editor of this Journal, in May 1978. This award was designated to be presented to an Affiliated Association or an individual who contributed outstanding articles or actively participated in the quarterly Journal publication, for the past year.

Winner — Toronto Affiliated Association for their many contributions to the Journal in the term 1980-81.

"O.D.A. IREAN BRUCE FIRST PRIZE JOURNAL TROPHY"

This trophy was donated by the O.D.A. in May 1977 to replace the original Irean Bruce Bulletin Trophy, which was retired that same year. This trophy is presented to the first prize winner in the Journal contest, that is held each year just prior to Convention.

Winner — MARGARET WHITCOMBE, Hamilton, Ontario.
Article: "Masks? Safety Glasses? Lead Aprons? Who needs them?" published in Oct.-Dec. 1980 issue.

"PAT MILLER SECOND PRIZE JOURNAL TROPHY"

This trophy was donated by Pat Miller in May 1972. It is presented to the individual who is the second prize winner in the Journal Contest, which is held each year just prior to Convention.

Winner — OLIVE FULLER, Toronto, Ontario
Article: "Change and Decay" (published in this issue).

O.D.N. & A.A. TABLE CLINICS

Ottawa — FIRST PRIZE

Patricia Miller (far right) is seen here presenting the first prize clinic trophy to the clinicians who presented the Ottawa table clinic, Diane Lachance, Jo-Anne Chisholm, Maria Baker.

Simcoe County — SECOND PRIZE

June Cook (right) is seen here presenting the second prize clinic trophy to Carole Myerscough, one of the clinicians who presented the Simcoe County table clinic. Not present for the photo were Nancy Hornung and Fran Rice.

London — THIRD PRIZE

Brenda Moffatt (right) is seen here presenting the third prize clinic trophy to Joyce Robinson, one of the clinicians who presented the London table clinic. Not present for the photo was Irene Blaszkow.

On behalf of O.D.N. & A.A., I would like to thank each of those associations, and the school who presented a table clinic at our 50th Anniversary Convention.

This year was a particular challenge since it was the first year to hold our clinics separate from the O.D.A. Thank you to each and everyone who participated, the challenge was met head-on with your enthusiasm and knowledge to make this event very successful.

I would like at this time to also thank the judges, Dr. Peter Markle, Dr. Gene Cervini and Bertha Beaudion, C.D.A. for taking time out of their busy Convention schedule. Unfortunately, not everyone can be a winner, it was a difficult task to select the winners.

1981 TABLE CLINIC WINNERS

1st .....OTTAWA AFFILIATE ASSOCIATION
2nd .....SIMCOE COUNTY AFFILIATE ASSOCIATION
3rd.....LONDON AFFILIATE ASSOCIATION

Finally, once again I apologize to the girls whose names did not appear in the last issue of the Journal. An updated list, of the clinicians present at the table clinic displays on May 26th, 1981, follows my message.

Thank you for the opportunity of being this year's Table Clinic Convenor.

Diane Pike, P.D.A.
PRESIDENT-ELECT
1981 TABLE CLINIC CONVENOR

TABLE CLINICS PRESENTED AT 1981 CONVENTION

Tuesday, May 26, 1981

1. **KAWARTHA & DISTRICT**
   Topic: *"Preventive Dental Measures"*
   Clinicians: Bonnie Darling, Laura Starrett

2. **LONDON**
   Topic: *"Drug Control and Registration"*
   Clinicians: Irene Blaszkow, Joyce Robinson

3. **OTTAWA**
   Topic: *"Let's Talk About Work Simplifications"*
   Clinicians: Maria Baker, Jo-Anne Chisholm, Diane Lachance

4. **SIMCOE COUNTY**
   Topic: *"Appointment Booking"*
   Clinicians: Nancy Hornung, Carole Myerscough, Fran Rice

5. **SUDBURY**
   Topic: *"Dentistry in the North"*
   Clinicians: Susan Andrews, Arlene Audio, Joyce Reinguette, Deborah Smith-Marier

6. **TORONTO**
   Topic: *"Telephone Techniques, Tidbits for the Dental Assistant"*
   Clinicians: Valerie Clarke, Pat Jackson, Ellen Knudsen

7. **WATERLOO-WELLINGTON**
   Topic: *"Impressions"*
   Clinicians: Nancy Cooper, Joanne Millman, Irma Wagner

8. **WINDSOR**
   Topic: *"Mandibular Reposition Appliance"*
   Clinicians: Helen Brown, Flavia Carlini, Heather Malott

All eight table clinics presented were done extremely well and professionalism was displayed at each clinic presentation. Narrowing down to three winners must be a difficult task, when there were so many excellent table clinics on display.

THE EDITOR

TROPHY PRESENTATIONS
WEDNESDAY, MAY 27, 1981

Dr. Brad Holmes (left) is presenting the President's Rose Bowl to the outgoing president, Brenda Moffatt.

Lorraine Boomhour (left) is presenting the Lorraine Boomhour Journal Contribution Award. Miss Elizabeth Anderson is shown here accepting the award on behalf of the Toronto Association.

Dr. R. R. Schiewe (right) is presenting, the O.D.A. Irean Bruce first prize journal trophy. Gail Scriver is shown here accepting the trophy on behalf of Margaret Whitcombe, Hamilton Ont., who was not present at the breakfast.

J. P. Germaine (left) is presenting the George H. Tobey Achievement Trophy. Brenda Moffatt accepts the award as she was the winner this year.

Jeff Miller (right), is presenting the Patricia Miller second prize journal trophy. Miss Olive Fuller is accepting the trophy, given in honour of her article "Change and Decay" published in this issue on page 8.

Photographer — Ed Howard Pow Laboratories Woodstock, Ontario.

The O.D.N. & A.A. Executive for the term 1981-82 from left to right: Brenda Moffatt, Immediate Past President; Christine Dow, President; Diane Pike, President-Elect; Faye Ungar, Vice-President; Joyce Robinson, Secretary; Helen Crowe, Treasurer; Pat Miller, Chairman of the Board; Margaret Deichert, Accreditation Chairman.

Ontario Dental Nurses and Assistants Association
Financial Statements

GENERAL ACCOUNT
STATEMENT OF RECEIPTS AND DISBURSEMENTS

May 1981

RECEIPTS	1981 to Date	1981 Budget	1980 Actual
Memberships	$39,639.00	$40,200.00	$40,317.00
Refunds	2,710.87		684.34
Miscellaneous			74.00
Transfer from Savings			6,500.00
Stationery Sales			120.00
Label Sales	22.67		210.65
Booklet Sales			25.00
Pins/Crests/Rings	60.00		500.00
Journal Income	366.48		
	$42,799.02	$40,200.00	$48,430.99
DISBURSEMENTS			
Postage and shipping	406.62	1,000.00	703.41
Stationery and Printing	60.32	2,000.00	2,070.09
Hotel and Travel	3,586.85	9,000.00	8,246.09
Secretarial Services	2,830.84	8,100.00	7,116.10
Supplies and Equipment	2,638.82	2,100.00	1,929.71
Telephone	650.64	900.00	854.65
Meetings	609.36	800.00	874.63
Journal	5,146.26	10,700.00	9,036.70
Legal/Accounting	300.00	1,425.00	1,125.81
Rent	626.48	2,000.00	1,808.50
Officers Expenses		400.00	400.00
Miscellaneous and Service Charge	24.99	150.00	19.76
Student Plaques	104.64	300.00	107.81
Bonding/Insurance	282.00	100.00	87.00
Flowers/Gifts/Donations	57.95	200.00	611.32
Pins/Crests/Rings			860.55
To be Refunded	2,725.75		1,475.21
Announcements/Photos	26.75		89.00
Transfer to Savings/Dep. Cert.	10,000.00		12,000.00
Buttons (Slogan)			271.78
Gavels	42.54		
	$30,120.81	$39,175.00	$49,688.12

Current Account

Balance on Account January 1, 1981	$ 207.63
Balance on account May 6, 1981	12,885.84

Savings Account

Balance on account January 1, 1981	$14,955.27
Add: Interest — April 30, 1981	971.08
Balance on account May 6, 1981	$15,926.35

Investments

Canada Permanent Mortgage — Fully Registered
Debenture — Matures September 4, 1983.

Principal Sum — $9,168.19
Compound Interest at Maturity — $5,155.12

Toronto-Dominion Bank — Deposit Receipt
Principal Sum — $10,000.00 @ 15½% for 89 Days.

CONVENTION ACCOUNT
STATEMENT OF RECEIPTS AND DISBURSEMENTS

May 1981

RECEIPTS	1981 to Date	1981 Budget	1980 Actual
Donations — 50th Anniversary Dinner	$ 2,090.00		
Refunds	200.00		
Anniversary Dinner	30.00		
Transfer from Savings	20,000.00		
	$22,320.00	$27,000.00	$26,990.53
DISBURSEMENTS			
Cocktail Party		1,500.00	7,273.34
Tuesday Lunch	200.00	4,500.00	
50th Anniversary Dinner		1,500.00	
Monday Dance		1,500.00	1,100.00
Wednesday Breakfast		2,000.00	15.75
Hotel and Travel	2,190.35	1,500.00	1,269.49
Trophies		200.00	155.00
Gifts	793.10	500.00	350.00
Speakers		1,500.00	991.75
Journal	9,668.25	5,500.00	3,500.00
Miscellaneous	35.00	3,300.00	2,999.13
Telephone	144.80		
Printing	327.59		
50 Year Pins	335.71		
Supplies and Equipment	256.03		
	$13,950.83	$23,500.00	$17,654.46
Current Account			
Balance on Account January 1, 1981	$ 3,339.31		
Balance on Account May 6, 1981	11,708.48		
Savings Account			
Balance on Account January 1, 1981	$30,000.00		
Add Interest — April 31, 1981	1,827.35		
	$31,827.35		
Less Transfer to Current Account	$20,000.00		
Balance on Account May 6, 1981	$11,827.35		

JOURNAL ACCOUNT
STATEMENT OF RECEIPTS AND DISBURSEMENTS

May 1981

RECEIPTS	1981 to Date	1980 Actual
O.D.N. & A.A.	$ 5,000.00	$ 9,000.00
Convention Account		3,520.00
Winter Clinic Account	261.00	325.00
Accreditation Division		Paid one issue
Subscriptions	121.79	160.00
Interest	3.79	9.06
	$5,386.58	$13,014.06
DISBURSEMENTS		
Salaries	600.00	1,500.00
Postage	868.00	2,560.00
Printing	2,775.12	7,908.38
Frames		
Editor's Expenses	276.49	635.89
Envelopes	279.70	530.00
Service Charge	.80	.60
Typewriter	575.00	
Transfer to General Account	356.48	
	$5,731.59	$13,134.87
Balance of Account January 1, 1981	345.01	
Balance of Account May 6, 1981	Nil	

The Journal Account has been closed and will now be included with the O.D.N. & A.A. General Account.

* One Issue of Journal — (January-March 1981).

Ontario Dental Nurses and Assistants Association

1981 MEMBERSHIP REPORT — **April 1981**

Affiliate	Active	Associate	Student	Independent	Total	Total Fees	
Bay of Quinte	40	2			42	$ 420.00	
Brant	38	3	2		43	416.00	
Halton-Peel	122	3	27		152	1,331.00	
Burlington (In Trust)	8				8	80.00	In Trust
Hamilton	136	6	9		151	1,447.00	
Kawartha	32		3		35	329.00	
Kingston	45	4	2		51	496.00	
London	116	3	13		132	1,229.00	
Niagara	72	3	11		86	783.00	
Ottawa	182	5	64		251	2,062.00	
Sarnia	37	3	2		42	406.00	
Simcoe County	65	3	25		93	755.00	
Sudbury	46	5	44		95	642.00	
Thunder Bay	48	5	23		76	599.00	
Toronto	477	28	113		618	5,389.00	
Waterloo-Wellington	170	6	10		186	1,790.00	
Windsor	66	3	39		108	807.00	
O.D.N. & A.A.	1700	82	387	82	2251	39,579.00	

ACCREDITATION	Inactive Members —	427 C.D.A.		
		12 P.D.A.		
		439*		
	Active/Associate etc.	1276 C.D.A		
		98 P.D.A.		
		1374		20,329.99
C.D.N. & A.A.	320			6,400.00
TOTAL RECEIPTS			$86.034.99	

DISBURSEMENTS

As above	$85,209.99	
Refunds — overpayments	105.00	
Journal Subscription	10.00	
Returned cheques — redeposited	375.00	
1980 Dues — Membership & Cert	155.00	85,854.99
		$ 180.00

$100.00 refund from Kawartha
$ 80.00 in trust for Burlington

*Inactive Members Breakdown —

Not employed in dentistry	286
Part time	57
Out of Province	54
Students, Hygienists, etc.	42
	439

O.D.N. & A.A. ACCREDITATION DIVISION

STATEMENT OF RECEIPTS AND DISBURSEMENTS

May 1981

RECEIPTS	1980-81 to Date	1980-81 Budget	1979-80 Actual
Certification Applications	$27,525.00	$37,500.00	$37,875.00
Certification Pins	125.00	300.00	345.00
Certification Caps	15.00	150.00	145.00
Certification Renewals	20,589.99	22,500.00	18,917.42
P.D.A. Applications	365.00		
P.D.A. Renewals	870.00	1,000.00	1,705.00
Clinic Days	80.99		
Winter Clinic Student Day	2,460.00	2,400.00	
Returned Cheques Redeposited	480.00		
Sale of Typewriter	100.00		
Donation — Lux Zwingenberger	100.00		
Reprint of Certificate	20.00		
Transfer from Savings	3,500.00		
Equipment Rental	300.00	600.00	
Miscellaneous	88.21		
	$56,619.19	$64,450.00	$58,987.42
DISBURSEMENTS			
Ontario Certification Examination	3,649.46		
Postage and Shipping	2,674.01	4,000.00	3,631.15
Stationery and Printing	1,764.41	2,000.00	4,946.15
Convention/Hotel/Travel	6,507.71	14,000.00	13,687.65
Secretarial Services	10,700.20	14,100.00	10,686.00
Supplies and Equipment	4,200.59	3,000.00	5,485.00
Telephone	1,233.94	1,400.00	1,172.89
Pins		15,000.00	14,175.36
Caps	1,750.00	1,750.00	1,750.00
Winter Clinic Student Day	3,841.23	3,500.00	3,085.39
Rent	1,548.48	2,000.00	1,764.73
Clinic Days	816.14	1,000.00	7,903.63
Auditor	375.00	375.00	325.00
Journal	3,551.75	2,000.00	
Insurance (Bonding)	265.00	500.00	410.38
Flowers/Gifts	328.35	200.00	147.10
Student Plaques	119.94	500.00	
Legal		1,500.00	2,682.37
Returned Cheques	415.00		
Miscellaneous	19.20		
	$43,760.41	$66,825.00	$71,852.80

CURRENT ACCOUNT

Balance on Account — July. 1, 1980	$13,218.21
Balance on Account — Feb. 10, 1981	26,076.99

SAVINGS ACCOUNT

Balance on Account — July 1, 1980	22,842.75
Add: Interest — Oct. 31, 1980	753.32
	23,596.07
Less: Transfer to Current — Dec. 30, 1980	3,500.00
	$20,096.07
Add: Interest — April 30, 1981	1,306.10
Balance on Account — May 5, 1981	$21,402.17

Investments — Fully Registered Debentures
Canada Permanent Mortgage Corp.:
(1) Principal Sum — $10,000 — Maturing Oct. 27, 1983
Interest at Maturity — $1,596.94
(2) Principal Sum — $20,000 — Maturing Oct. 27, 1983
Interest at Maturity — $3,193.87

ONTARIO CERTIFICATION EXAMINATION
STATEMENT OF RECEIPTS AND DISBURSEMENTS

May 1981

RECEIPTS	1980-81 to Date	Budget
Application Fees	$16,475.00	$25,000.00
Refund of Postage (included in Exam cost)	147.97	
	$16,622.97	
DISBURSEMENTS		
Examination Cost	9,576.38	10.000.00
Printing		1,500.00
Travel	2,903.94	5,000.00
Test Administrators/Proctors	680.00	1,000.00
Postage/Shipping/Telephone	170.02	1,100.00
Secretarial Services		4,000.00
Examination Tape	84.92	
Refund	125.00	
	$13,540.26	$22,600.00

Balance of Account December 1, 1980	Nil
Balance of Account February 10, 1981	$ 3,082.71

Unfortunately, staff salaries, legal fees, telephone, printing and postage for initial inquiries will not be refunded to the Accreditation Division for this examination. This total is approximately $4,150.00.

Respectfully submitted,

(Mrs.) Ann Phippen, Treasurer,
O.D.N. & A.A. Accreditation Division.

WINTER CLINIC STUDENT DAY, November 1980
STATEMENT OF RECEIPTS AND DISBURSEMENTS

May 1981

RECEIPTS		
Registrations		$2,460.00
DISBURSEMENTS		
Luncheon	$2,869.95	
Speakers and Expenses	566.00	
Hotel/Travel	405.28	3,841.23

The cost to the Accreditation Division **NOT** including staff salaries, printing and postage is $1,381.23.

Respectfully submitted,

(Mrs.) Ann Phippen, Treasurer,
O.D.N. & A.A. Accreditation Division.

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37th ANNUAL WINTER CLINIC

Royal York Hotel, Toronto
Thursday, November 26, 1981

Speakers

DR. RICHARD EARLE,
Canadian Institute of Stress, Willowdale, Ontario.

MS. KAREN FRASER,
Toronto, Ontario.

DR. ROBERT SHIRA,
U.S.A.

. . . AND MORE! . . . SEE OUR NEXT JOURNAL FOR MORE INFORMATION

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Ontario Dental Nurses & Assistants Association
REPORTS FOR THE ANNUAL MEETING
Sunday, May 24, 1981

REPORT OF PRESIDENT — May 1981

It is with mixed emotion that I end my term as President of our Association. With the willing help of Margaret Deichert, Pat Miller and the Membership, my term in office has been a most rewarding experience. I look over the past year with a feeling of satisfaction and I look forward with great hope for the future of the dental assistant and the O.D.N. & A.A. The sincere efforts put forth by concerned persons have certainly outweighed any disappointments or criticisms received.

The following articles submitted provide a brief outline of the workings of our Association.

Board Books: All affiliated associations' Board of Directors and Accreditation Representatives, and the Executive of the O.D.N. & A.A. have been issued Board Books. These books are to include O.D.N. & A.A. By-Laws, policies and awareness to members of what our Association provides.

Agendas: Providing our Board Representatives, with an Agenda prior to Board of Directors' meetings has proven most beneficial. This enables discussion and requests to be submitted prior to Board meetings.

Reports: It has become O.D.N. & A.A. policy that all committee reports and affiliated reports be submitted to the Executive Director prior to Board Meetings in order to have these reports typed and compiled and ready for distribution with Board Meeting Agendas.

Office Space and Staff: The Executive Director and staff have been working extremely hard over the last year, and their capabilities and support have been most appreciated. Thank you, Ann Phippen, Evelyn Smith, Barb Knox, and Cath Evans.

Journal: The Journal is our prime source of communication, please particpate by submitting your articles or any items of interest to Heather Nikolaew, Journal Editor. Congratulations are extended to Heather for a job well done with each journal, but especially for the superb job done on the 50th Convention issue.

O.D.N. & A.A. Affiliate Meetings: Over the past thirteen months it has been my pleasure to attend monthly meetings and special meetings at a few of our local associations. I attended as follows:

June 1980.....Halton Peel (Monthly meeting)
June 1980.....Toronto (Monthly meeting)
September 1980 .....Sudbury (Accreditation Clinic Day)
November 1980.....Burlington (Monthly meeting)
December 1980 .....North Bay (Initial meeting-election)
January 1981 .....London (Monthly meeting)
January 1981 .....Hamilton (Monthly meeting)
April 1981 .....Halton-Peel (Monthly meeting)
April 1981 .....Durham and District
(Initial meeting and election of officers)

In addition to the above, it was also my pleasure to attend all Board of Directors, Accreditation Division, O.D.A. Auxiliary Services Committee and Executive Meetings.

O.D.N. & A.A. Committees: Committees which have been extremely active over the past months are:
1. Convention Committee
2. Employment Guidelines Committee
3. Insurance Committee
4. Nomination Committee
5. By-Laws Committee

PLEASE READ COMMITTEE REPORTS THAT HAVE BEEN COMPILED AND SENT TO YOU.

Recommendations to the Board
1. That the Budget and Finance Committee be directed to investigate the feasibility for a substantial increase in registration fees for Non-Members to attend Winter Clinic and Convention.
2. That the Budget and Finance Committee be requested to reassess the motion from the February 15th, 1981 Board Meeting reading:
"That the O.D.N. & A.A. President receive a gold ring and $200.00. No per diem to be given for Winter Clinic Student Day, Winter Clinic Day and the O.D.N. & A.A. Convention".

As retiring President, I make the above recommendations as I feel we should promote membership of the O.D.N. & A.A. Providing Winter Clinic and Convention for O.D.N. & A.A. Members at a substantially lower registration fee than Non-Members would definitely promote membership. With regards to the second recommendation, I feel that the office of President is a very necessary office and representation is necessary at Student Winter Clinic Day, Winter Clinic Day and Convention and if you, the membership, feel the same than I recommend that the per diem be paid to the O.D.N. & A.A. President for the above functions.

General Information
During my term in office I called three Board of Directors Meetings, chaired five special Executive Meetings and have acted as ex-officio at all meetings called by Committee Chairmen. I have been instrumental in the opening of two new associations — Burlington and Durham and District, and the reinstatement of the North Bay Affiliate Association.

I have attended all Accreditation Division Board Meetings and I extend my sincere thanks to Marg and her Board for a very active and productive year.

I have attended all O.D.A. meetings as an observer and I represented the O.D.N. & A.A. at the National Convention, July, 1980, in Halifax, Nova Scotia.

My Best Wishes to our Incoming President and her Executive. I ask for the support of our Membership to stand behind Christine in her every endeavour. In closing I express my sincere thanks to all of you.

Respectfully submitted,
(Mrs.) Brenda J. Moffatt, C.D.A.

PATRICIA MILLER
CREDENTIAL REPORT
CHAIRMAN OF THE BOARD — May 1981

1. Held every position within the Association.
Board of Directors, Board of Governors, executive positions.
Last person to serve 2 years as President.
2. Chaired and convened Convention. Presently Convention Manager.
3. Instituted the Agenda format that is now being utilized.
4. Hired full time Journal editor — has been on the Journal committee since that time — has taken a very active part concerning the Journal.
5. Has worked well with the Office staff of the O.D.N. & A.A.
6. In any executive position that I have served, I have always been available whether it be by phone during working hours or taking time off from work to attend meetings concerning the O.D.N. & A.A. or Accreditation Division.

Respectfully submitted,
Patricia Miller, C.D.A.

REPORT OF PRESIDENT-ELECT — May 1981

This year has been one of change for me as I came on to the 1981 executive as Vice-President, and then accepted the position of President-Elect when it became vacant during the summer.

Since that time, I have attended all board and executive meetings and have become involved in the business of the association at this level.

I have published an article for the 'Ontario Dentist' on Unionization and have done research on the Workmen's Compensation Board as an information service to our members. This latter article will be published this spring in both Journals.

As President-Elect, I am also Chairman of Convention and so have learned a great deal about the organization of this function. As this year we celebrate 50 years of convention, it has been a special thrill to be involved with this endeavor.

I served as a member of the Ad Hoc Committee on Certification and attended these meetings as required. The leadership of Margaret Deichert in this and other areas of Accreditation is a great asset to this Association.

I wish to express my appreciation to Brenda Moffatt, O.D.N. & A.A. President, for her continued support, her willingness to answer my questions and for her faith in her executives' abilities.

The executive committee and board members have been encouraging, and I thank them for their friendship.

Pat Miller is an invaluable ally as Convention Manager and her hard work and organizational abilities are outstanding.

Respectfully submitted,
Christine Dow, C.D.A.

REPORT OF VICE-PRESIDENT — May 1981

In May 1980 I was appointed vice-president to fill the vacancy created by the resignation of Pam Gignac. Since taking office I have attended all Board and Executive meetings as requested.

I was also appointed Public Relations Chairman, and served on the Nominations Committee for the 1980-81 term.

My last duty as vice-president is Table Clinic Convenor for the 1981 50th Anniversary Convention.

I have enjoyed serving the O.D.N. & A.A., and have allowed my name to stand for the office of President-Elect for the term 1981-82.

Respectfully submitted,
Diane Pike, P.D.A.

REPORT OF JOURNAL EDITOR — May 1981

The "Golden Issue", which had a deadline date of October 30, 1980 appears to have turned out as a complete success. We received considerable response to that early deadline date and I would like to thank all who responded so quickly to our request for material.

The Golden Issue is our 50th Anniversary Year Book. It contains special items of interest concerning the past 50 years. It is a 40 page book and a great many hours has gone into the creation of this issue. I hope you all enjoy reading it as much as I've enjoyed compiling it.

Margaret Deichert and our office staff had a hand in the research of material in the archives, and I am very appreciative of their special efforts.

A special thanks to Pat Miller for all her efforts in the creation of our Golden Issue. It would not have been possible to compile all the material without Pat's knowledge, experience and assistance.

Pat Miller is celebrating her 25 years with the O.D.N. & A.A. this year and the London Affiliate Association held a dinner in her honour in January of this year. Pat is a member of the Journal Committee, and we would once again like to extend our best wishes to her in her 25th year.

The Max Hanna Lucky Draw has been running smoothly and seems to be well appreciated by the members who are participating. A special prize of two coffee makers, instead of one, will be donated in honour of the O.D.N. & A.A.'s 50th Convention.

Congratulations to the O.D.N. & A.A. on 50 years of great enthusiasm and leadership. Here's hoping this Convention is the best Convention ever!

Respectfully submitted,
Heather A. Nikolaew.

REPORT OF THE EXECUTIVE DIRECTOR — May 1981

During the past year I have attended all meetings as directed by the President and Chairman of the Accreditation Division, taken the minutes of these meetings and distributed minutes as directed.

In October 1980 in excess of 2700 renewal notices were sent for 1981 membership fees.

The O.D.N. & A.A. staff have processed 2690 renewals for 1981. This includes 387 Student Members, 1374 Memberships and Certification or P.D.A. Renewals, 489 Memberships and 439 Certification or P.D.A. Renewal Fees only.

In addition 420 applications for Certification and 7 applications for Accreditation as Preventive Dental Assistant have been processed.

Financial records have been kept for the O.D.N. & A.A., Journal, Convention, Accreditation Division and Membership accounts, Itemized Statements of Receipts and Disbursements have been given at all Board Meetings.

All correspondence received has been answered.

Respectfully submitted,
(Mrs.) Ann Phippen,
Executive Director.

REPORT OF BUDGET AND FINANCE COMMITTEE — May 1981

As Chairman of the Ontario Dental Nurses and Assistants Association Budget and Finance Committee, I have held various meetings with my Committee and made the following recommendations:

1. The salary for the Journal Editor be increased $100.00 per issue.
2. The salaries of the office staff be increased 10% effective October 1, 1980 (excluding Executive Director) and salaries to be reviewed again at February meeting.
3. The Winter Clinic Account contribute $3,000.00 towards the Journal Account and this to be reviewed again at the end of 1981.
4. That an IBM Selectric Typewriter be purchased for the office.
5. The O.D.N. & A.A. pay for a used IBM Selectric Typewriter for the use of the Journal Editor.
6. The O.D.N. & A.A. pay for one half of the photocopier purchased by the Accreditation Division for use in the O.D.N. & A.A. Head Office.
7. The O.D.N. & A.A. pay for repairs to the O.D.N. & A.A. Accreditation Division photocopier (3M) for use by the Journal Editor.
8. Travel expenses be increased from 15¢ to 18¢ per mile or from 10¢ to 15¢ per kilometer effective March 1, 1981.
9. The O.D.N. & A.A. President receive a gold ring and $200.00. No per diem to be given for Winter Clinic Student Day, Winter Clinic Day and O.D.N. & A.A. Convention.
10. The O.D.N. & A.A. pay $1,000.00 to the Accreditation Division to share in the cost of Winter Clinic Student Day.
11. The O.D.N. & A.A. contribute up to $500.00 for Student Kits.

Respectfully submitted,
Helen Crowe, C.D.A.,
Chairman.

REPORT OF JUDICIAL COMMITTEE — May 1981

There were no transactions for this Committee this past year.

There were no major problems within the Association this year, therefore no legal fees were required. This was due mainly to the strict supervision within the executive of the Association. Consequently it is possible for the Association to transfer a considerable amount of money from the Current Account into savings at an interest rate of 15½%.

Let us strive to maintain this record in the future.

Respectfully submitted,
Margaret Deichert, C.D.A.

REPORT OF BY-LAWS COMMITTEE — May 1981

This Committee has held several meetings this past year.

The proposed amendments are as follows:

BY-LAW #1

#6 Active Members

(b) Any person who is a dental assistant actively employed as an instructor of dental assisting in a dental program at an Ontario College of Applied Arts and Technology or an Ontario Secondary School.
Motion — Ute Baldwin
Seconded — Marlene Peterson

#9 Student Member

Any person enrolled in a dental program at an Ontario College of Applied Arts and Technology or an Ontario Secondary School shall be eligible for student membership in the Association.
Motion — Esther Reith
Seconded — Joyce Robinson

BY-LAW #2
#14 1-(d)

Have completed five years or more full-time practical experience as a dental assistant in a dental office or clinic in Canada or the United States of America, upon successful completion of the Ontario Certification Examination.

I ask for a motion on these amendments as they have been circulated.
Motion — Esther Reith
Seconded — Ute Baldwin

Respectfully submitted,
Margaret L. Deichert, C.D.A.
Chairman.

REPORT OF THE RESOLUTIONS CHAIRMAN — May 1981

The following Resolutions were passed by the Board of Directors in the 1980-81 year.

RESOLUTION #15

WHEREAS the position of Table Clinic Convenor for O.D.N. & A.A. Convention is a responsible position, and

WHEREAS executive members should be knowlegeable re this position before becoming President,

THEREFORE BE IT RESOLVED that the Vice-President of the O.D.N. & A.A. be Table Clinic Convenor for the Annual Convention.

RESOLUTION #16

WHEREAS the position of the President of the Ontario Dental Nurses and Assistants Association is a one year term of office, and

WHEREAS it be deemed necessary for the continuity and organization to be maintained during meetings,

THEREFORE BE IT RESOLVED that a Chairman of the Board be elected annually by the Ontario Dental Nurses and Assistants Association, Board of Directors. The Chairman of the Board may serve more than one term of office.

RESOLUTION #17

WHEREAS there is student membership available and student members have been a part of this Association for a number of years, and

WHEREAS the students are potential active members of the Ontario Dental Nurses and Assistants Association, and

WHEREAS there has never been student representation on the Board of Directors,

THEREFORE BE IT RESOLVED THAT a student member be appointed at random annually to represent all the Dental Assistant Programs from Ontario Colleges of Applied Arts and Technology and Ontario Secondary Schools. This student to attend all Board Meetings as an Observer.

REPORT OF AD HOC COMMITTEE FOR THE ONTARIO CERTIFICATION EXAMINATION — May 1981

Members: Dr. J. Stasko, Chairman
Dr. G. B. Gardner, St. Clair College
Dr. D. McFarlane, RCDS
Ms. Carole Ono, Seneca College
Mrs. Christine Dow, Cambrian College
Dr. N. Diefenbacher, Advisory Board Member
Miss Margaret Deichert, Chairman, O.D.N. & A.A. Accreditation Division
Mrs. Patricia Miller, Vice-Chairman, O.D.N. & A.A. Accreditation Division
Mrs. Ann Phippen, Executive Director

Dates Pertaining to Ad Hoc Committee work for Ontario Certification Examination.

September 15, 1980 — Information Meeting with DANB in Chicago — Miss Margaret Deichert and Dr. J. Stasko

September 18, 1980 — Ad Hoc Committee — Decision of Exam Format

October 2, 1980 — Ad Hoc Committee — Discussion with DANB Representatives regarding computer utilization

October 31, 1980 — November 1, 1980 — Workshop with DANB representatives.

Test Review Committee — Dr. J. Stasko, Christine Dow, Lorraine Boomhour.

Test Administrative Commitee — Miss Margaret Deichert, Mrs. Pat Miller and Mrs. Ann Phippen.
Review test questions and administrative co-ordination.

December 17, 1980 — Application Review Committee — Dr. D. McFarlane, Dr. J. Stasko, Miss Margaret Deichert, Mrs. Pat Miller and Mrs. Ann Phippen.
Inquiries and responses to applications.

January 24, 1981 — Test administered in Toronto and Ottawa centres.

February 21, 1981 — Review Test Results — Dr. Stasko and Miss Margaret Deichert
— Competency level set.

March 27, 1981 — Ad Hoc Committee — Review results and comments.

Respectfully submitted,
Dr. J. Stasko, Chairman.

REPORT OF CHAIRMAN ACCREDITATION DIVISION — May 1981

It is a privilege to present the Annual Report of the Accreditation Division.

The Accreditation Division has been faced with many challenges this year. We have endeavoured to deal with each issue on an individual basis and with a positive attitude so that the end result will provide the best for the majority of dental assistants.

As of May 1st there are 2,123 Certified Dental Assistants — 1703 have paid Certification Renewal for 1981 and 420 have applied for Certification. There are 117 Accredited Preventive Dental Assistants — 110 have paid a renewal fee for 1981.

CLINIC DAYS — The final Clinic Day was held September 20th, 1980 in Sudbury, the guest speaker — Dr. W. R. Barlow — Subject "Radiation Protection for You and Your Patient". As you are aware these Clinic Days have been discontinued due to cost, lack of interest and participation by you, the member. However, the Accreditation Division will sponsor a Clinic Day at the request of individual affiliate associations. Depending on the size of membership, a minimum of 25 members must be in attendance to warrant such a presentation.

WINTER CLINIC STUDENT DAY — A very successful Winter Clinic Student Day was held on November 26, 1980. Approximately 250 students attended. Special thanks to Mr. Ernie Benton, Secretary/Manager and Mr. Art Zwingenberger, President of the Dental Industry Association of Canada for allowing the students to view the commerical exhibits. Their hospitality and co-operation were very much appreciated. Another Clinic Day is being planned for November 25, 1981.

O.D.A. AUXILIARY SERVICES COMMITTEE — Two meetings of this committee have been held this year and another is scheduled for some time in June. We now have the privilege of having two members of our Association attend these meetings.

The Office Manual that was compiled by the O.D.A., O.D.H.A. and O.D.N. & A.A. should soon be available to all members.

The additional duties for Hygienists — namely the Orthodontic Module will be incorporated in the Hygiene course in the Community College.

There was considerable discussion concerning expanded duties for Certified Dental Assistants. With the excess in manpower in Dentistry and also in Hygiene there is some concern as to what effect it would create by having Certified Dental Assistants with expanded duties. The Committee felt they would like a little more time to deal with this issue.

CONSULTATIVE REVIEW COMMITTEE — A meeting was held on April 7, 1981. There is a review to be carried out on the Baseline Competency Manuals for both Dental Assisting and Dental Hygiene. This review is to be available for approval by January 1982.

There was considerable discussion concerning Bill 177 "An Act to Provide for the Safe Use of X-ray Machines in the Healing Arts". By January 1984 everyone involved in the exposing of a radiograph must have a certificate of qualification. This committee will be involved in establishing a standard for the qualifications for the examination for radiography. A competency draft should be available shortly for consideration by the committee. It has been suggested that graduates of community college Dental Assistant Programs will be qualified without further examination. Certified Dental Assistants without this qualification will be required to take an upgrading course.

ONTARIO CERTIFICATION EXAMINATION — I am very pleased to report the first examination was held on January 24 with 130 applicants participating, of these 91 were successful. To date 63 have applied for Certification. Congratulations to the successful applicants. The date of the next examination will be Saturday, November 7th, 1981. Test centres will be available at the discretion of the Ad Hoc Committee. I would like to take this opportunity to "Thank" Dr. J. Stasko, Chairman of the Ad Hoc Committee for his co-operation and support in the organization of this examination. The committee has held several meetings this past year for the purpose of setting up guide lines and preparing the examination. The committee feels that this examination is of the highest calibre. Information concerning the next examination will be published in the July to September issue of the Journal and also in the Ontario Dentist.

At this time I would like your approval to accept in principle the possibility of reciprocity for the successful applicants of the Ontario Certification Examination with the Dental Assisting National Board, U.S.A.

C.D.N. & A.A. — Since May 1st, 1980 there have been 11 applications for National Certification, 5 renewals and 1 application for Level I status. There are several continuing education courses available through C.D.N. & A.A.

GENERAL INFORMATION — The Student Member Clinic Award is being presented again this year to student members as requestd by the school from which they have graduated. Algonquin College requested that they be given one award in French for the graduate from the French speaking class. This has been approved by the board of Directors and the Board of Governors. The school has been requested to submit the French translation for the information required.

A meeting was held with representatives from the Hamilton Academy of Dentistry to clarify misinformation the Academy had received concerning the eligibility for Certification in Ontario for the graduates of the Dental Assistant Program offered at Sir Allan McNab Secondary School.

This term I have been available to all certified members in Ontario and had the privilege of attending the meetings to organize two new associations in Burlington and Oshawa "Durham & District" and re-structuring the North Bay Association. At this time I welcome the new Accreditation Representatives to the Board of Governors. I also attended meetings — North York Health Unit, Belleville, Windsor, Ottawa, George Brown College.

The President and I will be attending a meeting with the R.C.D.S. Education Committee in June. The following concerns will be discussed:

1. Expanded duties for Certified Dental Assistants —
   (a) Placing and removal of rubber dam.
   (b) Intra Oral Hygiene Instruction.
2. Name change for Preventive Dental Assistant.
3. Eligibility for entrance into Hygiene program.
4. Radiology Regulations.
5. Definition of Accreditation and Certification.

It has been a pleasure and a privilege to have served as Accreditation Chairman this past year.

In closing I would like to take this opportunity to thank the membership, O.D.N. & A.A. Board of Directors, and especially the Accreditation Division Board of Governors and our capable staff members for their support and assistance during the year.

The Accreditation Division looks forward to a fruitful and challenging 1981-82. We ask for your continued support.

Respectfully submitted,
Margaret L. Deichert, C.D.A.
Chairman, Accreditation Division.

MOVED LATELY?

If you change your name or address, it is important that you notify our Executive Director. Please write to:

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Thank You

REPORT OF
BUDGET & FINANCE COMMITTEE
ACCREDITATION DIVISION **May 1981**

As Chairman of the Budget and Finance Committee I have requested the O.D.N. & A.A. to contribute $1,000.00 towards the cost of Winter Clinic Student Day and pay one-half the cost of revising the Student Member Brochure.

The Budget and Finance Committee recommend:

1. An increase in fees of $5.00 for all Certified Dental Assistants and Accredited Preventive Dental Assistants effective January 1, 1982.
2. That O.D.N. & A.A. Convention Expenses be paid for the Accreditation Division Chairman and Vice-Chairman.

May I now have motions for these.

Respectfully submitted,
Patricia A. Miller,
Chairman.

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AFFILIATED ASSOCIATION NEWS

Past Events

BAY OF QUINTE

December — The December Bay of Quinte Dental Nurses and Assistants Association meeting was held at the Sword Dining Lounge, Carrying Place. Cocktails at 6:30 p.m. followed by dinner at 7:00 p.m. The wine for the evening was compliments of Dr. Wm. McLaird, Orthodontist, Belleville and Kingston.

The members exchanged their Christmas gifts; a special thanks to Mr. Earl Perry, Denco and Mr. Fraser McTavish, National Refining Co. for prizes supplied.

January — The Bay of Quinte January meeting was held Tuesday, January 20, 1981 at The Edith Cavell School of Nursing in Belleville. This was an informal question and answer period whereby the members discussed how they could solve internal office problems which occur on a daily basis in all dental offices. The exchange of ideas was very informative, the meeting closed with lunch provided by Miss Betty Sine.

February — The February meeting of the Bay of Quinte Dental Nurses and Assistants Association was held at the Edith Cavell School of Nursing on Tuesday, February 17, 1981 at 8:00 p.m. The members heard oral surgeon Dr. Robt. Van Winckle, B.Sc., D.D.S. The doctor has a practice in Belleville and Kingston and held the audience's attention with a most interesting and informative talk and slide presentation. Lunch was served.

Emily Paslosky

March — On Tuesday, March 17, 1981 the Bay of Quinte Nurses held their meeting at the Edith Cavell School of Nursing. The guest speaker was the well known Miss Margaret Deichert, C.D.A., Chairman, Accreditation Division. After Miss Deichert spoke on the Association which this year is celebrating its fiftieth year in operation, we held a question and answer period chaired by her. The Murphy the Molar Award was presented by Miss Deichert to Miss Emily Paslosky, a well deserved candidate for this award. This award is given yearly in memory of Mrs. Beverly Cavers and is given to the member who has contributed and promoted the most to the association over the past year.

April — On April 21, 1981 the Bay of Quinte Dental Nurses and Assistants monthly meeting was held at Dinkel's Place, Belleville. Cocktails and uniform fashion show by Ultra Uniforms, Century Place was enjoyed by our members. The newest styles and colours were modelled and this show was followed by dinner. A draw provided by the Ways and Means committee was made at the close of this meeting.

Submitted by
NANCY CHAPMAN
Publications Convenor

OTTAWA

January — Our January meeting was held at the Canadian Dental Association building, Alta Vista Drive. The business meeting was followed by guest speaker, Mr. Brian Jeffrey, from the Dale Carnegie Course. He introduced those present to a unique training system, designed to develop confidence through group speaking and inter-personal relationships. This course should definitely be considered if one is seeking self-improvement.

On January 24th, a one day workshop on Emergency First Aid was held at the R.A. Centre on Riverside Drive. Thirty members were present. Mr. Lyle Massender, Assistant Manager, of the Ottawa Ambulance Service, with co-workers Mr. Steve Wannamaker and Mr. Marcel Regimbald presented a very worthwhile and challenging program. Lots of participation was required. This helped to reinforce important life saving procedures. At one point, we saw one "victim" claim the lives of three first aid participants. Not one had "checked for hazards", in this case a live electrical wire. Thank you, Miss Susan Doggett, for arranging this first class session, our time was well spent.

February — Only sixteen members were present for the February meeting held at the Canadian Dental Association building, Alta Vista Drive. During the business meeting, committee chairpersons reported on the progress of the various activities being planned. Guest speaker, Lawyer Shirley Greenburg spoke on Family Law and Women's Rights. Her format, after a brief introduction, was one of audience participation. It is not often that one can obtain complimentary legal advice.

March — The dinner meeting, "Prelude to Spring", was held at the Chimo Inn, March 11, 1981. Sixty-five members attended. President, Mrs. Ute Baldwin gave a warm welcome to those present. During the brief business meeting a motion was passed making Miss Kay Anderson, a Life Member of the Ottawa Affiliated Association. Following dinner, Cathy Birchard, P.D.A. and Laurie Coulas, R.D.H. gave tips on co-ordinating our spring clothes. Mrs. Rosemary MacFarlene from 'Mary Kay Cosmetics' gave advice on skin care. Prizes donated by Rosemary and wine raffled during the dinner added to the informality of this pleasant evening. Mrs. Julie Anne Dillion was convenor, thank you, Julie Anne.

April — The business meeting and Election of Officers was held at the Canadian Dental Association Building, Alta Vista Drive, April 8, 1981. In spite of a small turnout most positions were filled.

President: MRS. UTE BALDWIN, P.D.A. (second term)
1st Vice: MRS. SUSAN CAWS, P.D.A.
2nd Vice: MRS. MAUREEN LOCHERER, P.D.A.
Secretary: Position open
Treasurer: MRS. ELAINE RUSSEL, C.D.A. (second term)
Accreditation Rep: MISS SUSAN DOGGETT, C.D.A. (second term)

The election officer for the evening was Miss Heather Johnston, P.D.A.

Mrs. Lorraine Rollins, P.D.A., was introduced as our new Placement Services Officer. She can be reached at Local 236-6996.

Mrs. Collen Haspect, C.D.A., gave final details on Dental Health Week. Our contribution is reported by Colleen as follows:

DENTAL HEALTH WEEK — On Thursday April 23, 1981, six members of the Ottawa Dental Nurses and Assistants Association visited Silver Springs Farm. This being the Year of the Handicapped, it was appropriate to give our attention to the mentally handicapped, in the teaching of oral hygiene. There were twenty-three mentally handicapped people and three counsellors present. We first viewed a film, "Clean, Cleaner, Cleanest", which demonstrated how to brush your teeth. After the film, we discussed the causes of cavities, touching briefly on nutrition, (snack foods) and fluoridation. Dr. Dan Lloyd reviewed the proper brushing technique. We then divided into groups to let everyone practice brushing. We distributed "Murphy the Molar" buttons and posters before leaving. These were well received. Dr. Lloyd and the assistants received a great deal of satisfaction in helping where it was most needed. It was a pleasure to serve this community.

Yours truly,
COLLEEN HASPECT, C.D.A.
Dental Health Week Representative

May — The Ottawa Dental Nurses and Assistants Association held their Certification and Dinner Ceremony at the Skyline Hotel, Grand Salon, on May 19, 1981. Forty-two graduates and their guests were present at this very colourful and memorable evening. The head table guests were:

Principal Guest Speaker: Dr. Victor Chatwin, Director of Accreditation for the Canadian Dental Association.

Other Guest Speakers: Dr. Bernard Dolansky, President, Ottawa Dental Society.

Mrs. Christine Dow, C.D.A., President Elect Ontario Dental Nurses & Assistants Association.

Miss Margaret Deichert, C.D.A., Chairman of the O.D.N. & A.A., Accreditation Division.

Mrs. Adrian MacLaughlin, Director of Health Sciences, Algonquin College.

Master of Ceremony for the evening was Miss Madeline Bernier, P.D.A.

After dinner the formal presentation ceremony commenced. Each graduate was presented with her pin, diploma and a long stemmed red rose, compliments of the Ottawa Affiliated Association.

Following the graduates, was Miss Kay Anderson, who received a Life Membership Plaque in recognition for her achievements and many years of dedication to dentistry. This beautiful evening drew to a close with final words from our President, Mrs. Ute Baldwin.

Submitted by
SUSAN M. CAWS, P.D.A.
Publicity Representative

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SIMCOE COUNTY

During the term 1980-81 I attended all Board of Directors and Accreditation meetings. I brought back reports of these meetings to the local affiliate. Attendance was generally gratifying, and a varied programme was presented.

September 1980 — Pot Luck Supper
— Discussion of Programme

October 1980 — Carl Dickson of Dickson Dental Labs and Lyndon Smith of Denco, co-sponsors Wine and Cheese
— Carl Dickson — Basic Laboratory Procedures
— Lyndon Smith — Care of Handpieces

November 1980 — Dr. Glen Thornley, Ear Nose and Throat Specialist.
— Topic : Oral Diseases.

December 1980 — Christmas Party at Lakeview dairy
— Donation of Gifts to Children's Aid Society

January 1981 — Tour of Base Borden Dental Facilities
— tour of new Clinic at Base Borden

February 1981 — Cancelled due to inclement weather

March 1981 — Larry Falls of Cook Waite Laboratory
— Topic: Cold Sterilization

April 1981 — Sponsored by Ash Temple, courtesy Tom Wilkinson
— Bill Lind of Dentaleze
— Topic: Four-handed Dentistry

May 1981 — Uniform Fashion Show
— Chandell Fashions

June 1981 — Wind-up Social Meeting

At the conclusion of my term of office, I wish to extend to Bev Donnelly, my successor, every good wish for a pleasant and fulfilling experience as Representative.

Respectfully Submitted,
MRS. CHRISTINE EVANS
Accreditation and
Board Representative

SUDBURY

The Sudbury Dental Nurses & Assistants Association has just successfully completed a very busy year. A summary of the speakers and events we have had during the fall and winter term are as follows:

September — The first meeting of the 1980 season was held September 12, 1980 at the home of Carol Betty. This meeting was meant to welcome new friends and renew acquaintances with regular members. The September Clinic Day was also discussed.

October — Our October meeting was held at Cambrian College. The regular monthly meeting consisted of a treasurer's report also new business was brought up, to be discussed. This involved new developments on Radiation Protection.

continued . . .

OUR PATIENT'S HAPPINESS

by Valerie Jamieson, Etobicoke Collegiate

One of the finest gifts of life that we can share with other people is happiness.

We, as future dental assistants, must be fully aware of this fact. We will come in contact with several patients each day, and each one is an individual with a totally unique background. Consequently, it is impossible to know what makes each person happy. It is our duty to learn how to pass on our personal happiness in a more general sense. Everyone's "funny bone" is not tickled by the same joke, and hardly anyone is ecstatic about visiting the dentist.

We all must admit to a certain amount of installed fear about going to the dentist. Happiness cannot be defined as a mouthful of rubber dam! However, the dentist and his assistant can do much to alleviate installed fears, thusly making the patient more comfortable.

The most important thing to do before we try to make another person feel happy is to be happy within ourselves. Hidden anger, depression, and frustration has a way of creeping up on us and exploding at inopportune times. No matter how good we are at acting, we cannot be sincere about anything we do unless we are happy ourselves.

Pleasant gestures, appearances, and attitudes go a long way in this world. Nobody likes a mean person. We can do much to alter a person's mood in just a few short minutes. Happy people can be put off very easily by inconsiderate and unprofessional behavior. Each patient will tend to be very critical about the dental assistant's personality. Therefore, it is essential that we be very pleasant and polite with each and every patient. Good grooming also helps to say much for us before we even open our mouths.

We should strive to make the patient feel relaxed and at home. We should greet them, preferably by name, and make them feel comfortable, perhaps by engaging in light conversation, or offering them an interesting magazine. Gossip should be avoided at all times. People often feel better if they tell a stranger very personal things about themselves. They will not feel free to do so if they know that we may tell the next patient who comes in. We should also not speak of our own personal problems. It tends to depress or maybe even bore other people.

We should always try to go a little out of our way for the doctor and the patients. This sort of consideration makes people feel warm inside. Never wait until they ask — be a self-starter.

Lastly, we should be courteous. Courtesy to other people is essential in any situation, in the office or out. We should never forget our appreciation of the people who surround us.

Sharing our happiness with others and helping them to maintain their feeling of well-being is a vital link between the dental assistant and the patient. It is also a part of what life is all about.

. . .continued

November — The executive meeting was held at Cambrian College on November 26, 1980. Ms. Lise Poulin was our guest speaker. Ms. Poulin's topic was an informative talk on "Rape". Refreshments followed.

December — This meeting was very brief. No general meeting was held due to Christmas Holidays.

January — There was a dinner meeting at the Sudbury Curling Club. The meal was a feast of Kentucky Fried Chicken and Salads. A business meeting followed after a talk and movie on "Child Abuse".

February — Our February meeting was held at the Northbury Hotel. After a lovely meal a joint meeting was held with the Sudbury Hygienists.

March — The March meeting of the O.D.N. & A.A. was held at La Palme School. This meeting was entitled Fitness Night. After exercising and having a low calorie dinner a business meeting was held.

April — On Tuesday, April 21, 1981 our meeting was held at Cambrian College in Sudbury. The election of officers for 1981-82 took place. The following is a list of peope who will be our executive in the upcoming year:

President: MISS BONNIE SMITH
Vice-President: MRS. JOYCE RIENGUETTE
Secretary: MRS. DEBORAH S. SMITH-MARIER
Treasurer: MISS ARLENE AUTIO
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MRS. DEBORAH S. SMITH-MARIER, C.D.A.
Secretary
Accreditation Representative

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ONTARIO DENTAL NURSES & ASSISTANTS ASSOCIATION

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